

S-E-C-R-E-T

[Handwritten initials]
16 February 1960

MEMORANDUM FOR: Bureau Chiefs
FROM: Chief, FBIS
SUBJECT: Letter of Instruction

GENERAL

1. Developments on the African Project:

- a. The Director approved the Project.
- b. Bureau of the Budget approved FY 60 funds for construction and operations. The DD/I promised funds for FY 61 operations.
- c. A proposed agreement between the U S Government and the Governments of Great Britain and Nigeria was passed by the Office of Middle and Southern African Affairs, Department of State, to the Secretary of State for approval and transmittal to the American Embassy in London. A formal request to the Secretary of State for the above agreement was signed by the Director.
- d. Further antenna design and electronic wiring conduit plans were turned over to Real Estate and Construction Division for the preparation of plans. The RE&CD architect, [redacted] prepared preliminary architectural sketches of the operations building. [redacted]

50X1

50X1

2. A memorandum was prepared for the Assistant Chief of Staff, Department of the Army requesting that space at Sobe, Okinawa, adjacent to the ACAN station again be earmarked for possible FBIS occupancy, in the event of interference from further military activity on Bolo Point. [redacted]

50X1

3. A directive on the publication of press scrutiny material was approved by the AD/O and issued to the Chief, Editorial Branch. The directive in general recapitulates and confirms previous policy but, in keeping with FBIS' paramount mission, insures that at least 80 percent of Daily Report space every month is taken up by material monitored from radio transmissions. [redacted]

50X1

4. Progress was made in attempts to recruit a Kurdish monitor for Mediterranean Bureau. A Kurdish linguist now in the US who has agreed to accept the FBIS offer, will be employed subject to clearance. The Chief, German Bureau reported locating a Kurmanji-speaking Kurd in Germany, but he turned out to be inadequate. [redacted]

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5. East Coast Bureau coverage of the increasingly critical Caribbean situation was increased. The Bureau was relieved of responsibility for three hours daily coverage of Moscow, Spanish to Latin America to permit it to devote the time to the Caribbean material. The Moscow programs were transferred to the West Coast Bureau. [redacted]

50X1

50X1

[redacted]

7. Arrangements were concluded early in January for streamlining Middle East Roundup service to U.S. embassies receiving the service heretofore by mail. The Middle East Roundup is now transmitted by electrical means to Ankara, Baghdad, Beirut, Cairo, Jidda, Benghazi, Karthoum, and Teheran. By their own choice. Amman, Damascus and Tel Aviv continue to be serviced by airmail.

50X1

8. [redacted] the East Coast Bureau's only Arabic monitor, resigned during the month. He will be replaced by [redacted] Both are former Mediterranean Bureau monitors. [redacted]

50X1

50X1

9. The following significant broadcasts were inaugurated during the month:

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a. Moscow, Swahili; covered by the Mediterranean Bureau

b. Cairo, Pushtu; not covered due to lack of a monitor

c. Paris and Voice of Free Men, Arabic (Anti-Nasser); covered by ECB.

50X1

10. All bureaus are reminded that all queries relating to consumer services, whether departmental or field, must be directed to the Chief, Liaison and Requirements Staff. This also applies to distribution of FBIS publications.

50X1

11. Any broadcast item mentioning a U.S. Congressman, whether senator or representative, must be filed and must carry the flag, "Copy to [redacted]"

50X1

50X1

PROPAGANDA ANALYSIS COMMENT [redacted]

50X1

1. Radio Propaganda Reports (responsible analyst indicated in parentheses):

"Divergent Appraisals of Stalin in Satellite Comment on his Birth Anniversary" [redacted]

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2. Propaganda Analysis Items on the FBIS Wire (Responsible analyst indicated in parentheses):

- a. "Peking Repeats Vague Moscow Charge of Recent U.S. Underground Nuclear Testing" [] 50X1
- b. "Soviet Exploitation of Anti-Semitic Incidents in West Germany" [] 50X1
- c. "First Bloc Mention of Iraqi Editor's Efforts to Form Splinter CP" [] 50X1
- d. "Peking Broadcast Revives Old Distinction Between Taiwan and Offshore Islands' Status" [] 50X1
- e. "First Explicit GDR Threat to Request Soviet 'Rocket Weapons'" [] 50X1

3. Radio Propaganda Report CD.155 of 1 October 1959, on Soviet disparagement of U.S. claims for the Polaris missile, was reprinted in the January 1960 issue of the Office of Naval Intelligence Review. The report was prepared at ONI request as a sequel to a November 1958 Propaganda Report, which the ONI Review also reprinted.

4. A new catalogue of Soviet radio and TASS commentators, updating and expanding the original one prepared by RPB in November 1957, was distributed to field bureaus as a reference aid. Copies were sent to selected consumers in the Agency, the State Department, and USIA.

5. Field Support of the Radio Propaganda Branch

- a. The Austrian and Mediterranean Bureaus are to be complimented on useful survey-type FYI's filed on their own initiative: [] 50X1
[] on satellite press handling of the anti-Semitic incidents in West Germany, and [] on Sofia's broadcasts in Arabic. The latter was published almost verbatim in the 28 January SURVEY OF COMMUNIST BLOC BROADCASTS. 50X1
- b. Tokyo Bureau editors are requested to pay special attention to commentaries on key or sensitive subjects that appear in Moscow's Mandarin language broadcasts. These programs are taking on special importance now, with Sino-Soviet relations a top-priority question in the intelligence community. What Moscow tells its Chinese audience about Taiwan and the status of Nationalist China should be watched especially carefully. For example, a 1 February commentary was requested on the strength of the Bureau's Commentary List notation that it ridiculed Chiang's talk of liberating the mainland--a theme seldom discussed by Moscow.

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- c. All bureaus are advised of current special consumer interest in any indication of the role that may be sought by the CPR, or for the CPR by the bloc, in international negotiations on such issues as disarmament. So far Moscow has withheld direct comment on the subject, although some of the satellites have discussed it. Editors may find useful background in the article headed "CPR Demands 'Formal' Participation in Disarmament" on page 4 of the 28 January Survey. A number of Radio Propaganda Reports on indications of Sino-Soviet differences, and of satellite attitudes toward issues over which such divergence has been apparent, are projected in response to an OCI requirement.

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EDITORIAL BRANCH COMMENT

1. General

a. Prompt information from the field on the anticipated flow of important copy greatly facilitates Daily Report planning. The FYI's and accurate estimates of filing time received during the USSR Supreme Soviet meeting were particularly helpful.

b. Occasionally an important item will slip into the USSR economic material and Soviet regional briefs which are flagged "Only." An example is the Rostov report on the reassignment of Politburo member Kirichenko to the low-level job of Rostov Obkom first secretary. Since by definition this flag should be used for low-level material only, copy so flagged is sometimes not scanned by editors here the same day it arrives, and publication of important items may be delayed. In general, however, the field has been doing a first-class job of flagging low-level Soviet material, thus guaranteeing that it gets forwarded to interested consumers. STAT

c. Field roundups filed in support of the World Reaction Report on the President's State of the Union speech showed a marked improvement over previous roundups, and were generally incorporated without rewriting. The German Bureau's contribution was particularly well conceived and professionally written.

2. Mediterranean Bureau

a. Topical subslugs on many monitored items, particularly Arab-language news reports of statements or speeches, are usually superfluous. The first few lines of text normally provide sufficient identification and no subslug is required.

b. Press reviews labeled (text) frequently contain editor's notes stating simply that certain portions are omitted. Unless editor's notes completely identify omitted material, it is preferred that such items be filed as excerpts.

c. The recent improvement in tailoring the Middle East Roundup to Daily Report requirements is appreciated. The fact that many changes and much cutting may occur before publication of these roundups should not be taken as a guide for cutting in the field, since the fuller version is used by the Wire Service and may be preferred by the Bureau's field subscribers. There is still room for improvement in the organization of the material in the roundup, possibly by the use of broader headings.

d. There are occasions when editors should resist the temptation to use FYI's as a substitute for the text of an item whose reliability they have reason to doubt. If a poorly received item or a report from a suspect or secondary source is the only thing available on a significant subject and the editor deems it worth

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filing to headquarters, he should submit it in the same form in which he would normally file such an item, i.e., as text, excerpts, or summary, and if necessary add an editor's note explaining that it is the only item available on the subject. Thus a MENA report on an important event in Baghdad would be filed not as an FYI but in textual form with an explanation that Radio Baghdad has not reported the event.

3. Austrian and German Bureaus

In filling out relatively brief radio items with lengthy or numerous press scrutiny inserts, editors may find it more practical to retype the combined radio and press scrutiny material as a single entity rather than to simply file the inserts. The 18 takes of inserts to 8 pages of Daily Report material on Ulbricht's speech on farm production (Dec. 19 NEUES DEUTSCHLAND) is a case in point.

4. West Coast and Okinawa Bureaus

a. The attention of editors is invited to continuing consumer interest in Burma, Thailand, and the Philippines. A comparison of Daily Report pages devoted to these countries in the months of December in 1957 and 1959 reveals an overall drop from 54 to 8 pages, which closely reflects a proportionate reduction in field bureau files related to these nations. Efforts to improve coverage and editorial comment from the area will be welcome.

b. In the 11 September 1959 Letter of Instruction editors and monitors were encouraged to maintain the high quality of translation traditionally afforded NCNA Chinese items of considerable importance. Recently, however, several items of this nature have been filed which contained obscurely translated passages necessitating either queries to the bureau or--in cases where speed was important and the obscurity seemed capable of clarification without a message to the bureau--a cautious reediting at this end. It is recognized that NCNA Chinese material is not easy to process, and that the economic, technical, and ideological character of much of it adds to that difficulty. But it should be remembered that it is precisely the items filed from this source that major consumers study most closely and about which they call the Editorial Branch most frequently. Each editor is therefore urged to make sure before filing any NCNA Chinese item that it contains no passages that are not clear, to him at least, since he alone can readily consult the translator of the item.

ENGINEERING AND FIELD OPERATIONS

1. FBIS Engineers [] spent a day at the CGS Laboratories STAT at Wilton, Connecticut, observing laboratory tests conducted on a pre-production model of the Short Wave (2-32 Mcs) Multicoupler, under contract for Division-wide requirements. All technical specifications were fully met. The unit was approved for production.

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2. A test model of a Long and Medium Wave (100 - 2000 Kcs) Multicoupler made up by the Technical Materiel Corporation at FBIS request, at no research and development cost to FBIS, was delivered to East Coast Bureau for operational observation and laboratory test. Early reports show the unit to be meeting most of our specifications. The unit came in time to permit the bureau to better intercept Cuban transmissions on the Beverage Wave antenna.

3. FBIS has accepted an Office of Communications offer of a 66 wpm duplex submarine cable from Washington to London to replace the slow variplex simplex circuit. Changeover will take place about the middle of February. FBIS will have full use of this cable.

4. Bureaus are cautioned, when quoting announcements of broadcast times, not to convert the time to GMT within the quotation marks.

5. The Hokkaido Bureau is to be commended for its alertness in filing valuable Soviet time zone information carried in an insignificant item on a youth program.

6. Cruising monitors should continue to extract and wirefile significant information on press services from Monitor Report Form 500. The form should then be sent to headquarters with a carbon copy.

7. Field bureaus should, when reporting new broadcasts, indicate whether the bureau plans full, sample, or no coverage of the program.

8. Information on speed of teletype circuits should be reported in baud rate rather than words per minute. Baud rate = $\frac{\text{wpm}}{1.32}$

9. Administrative messages to cruising monitors should be acknowledged promptly, indicating when the information requested can be expected.

ADMINISTRATION

1. Electronic Specialist completed a month's TDY at the Panama Post on 4 February. He completed the Post's electronic wiring installation, revised its antenna system to meet current and projected monitoring needs, and repaired and maintained all electronic equipment assigned to the post.

STAT

2. Travel

a. It is requested that bureau chiefs not sign their own travel vouchers as Approving Officer.

b. Bureaus are reminded that the traveler's copy of the T/R must accompany the travel voucher to headquarters.

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c. If, during the week of arrival or departure, a traveler's tour of duty is other than Monday through Friday, it should be noted on the travel voucher. Local holidays should also be noted when applicable. The above precautions will reduce improper charges to annual leave.

d. Bureaus are requested to review [redacted] information required for issuing travel orders. Information other than this should not be included in the wire requesting orders.

STAT

3. Bureau cashiers are advised that cash verification reports must account for the total amount of money advanced.

4. The following FBIS regulatory issuances were released during the month of January:

NOTICE NO.

SUBJECT

DISTRIBUTION

STAT

PERSONNEL CHANGES

1. New Employees in FBIS

[redacted]

Assignment

Editor
Germany

Teletypist
Editorial Br.

Teletypist
Editorial Br.

Clerk Typist
Editorial Br.

Secretary
Office of Chief

STAT

2. Reassignments

From

To

[redacted]

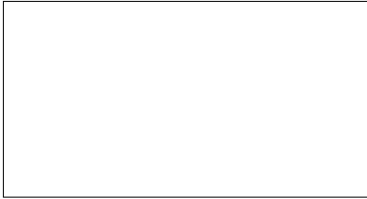
Rad. Opr.
WCB

Watch Officer
WCB

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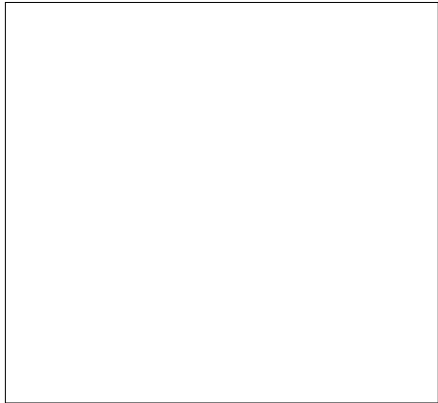
2. Reassignments (contd)



<u>From</u>	<u>To</u>
Editor Okinawa	Editor Editorial Br.
Editor Editorial Br.	Editor London

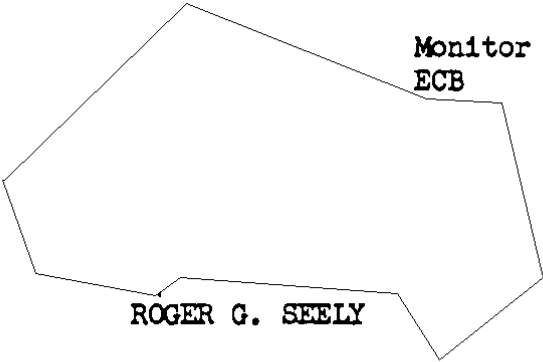
STAT

3. Transfers and Separations



<u>From</u>
Clerk Typist Editorial Br.
Editor Germany
Editor ECB
Monitor ECB

STAT



ROGER G. SEELY

STAT